

FY 2009 Interoperable Emergency Communications Grant Program (IECGP) Portfolio

Please complete the following sections just once.

Portfolio Narrative: *(not to exceed 1 page)*

- Overview of State or Territory's interoperable emergency communications priorities and needs for planning, training, and exercises in FY 2009;

Idaho is using its 2008 IECGP award to develop and implement practitioner drive regional interoperable communications governance. With that underway Idaho turns its focus to training, exercise, equipment and personnel. The 2009 IECGP award will provide Idaho the means to conduct statewide COML training and a subsequent exercise which will fill the gap so often seen in our Tactical Interoperable Communications Plan (TICP) and After Action Reports – “we could not communicate”, caused by human inadequacies (planning and exercise) not technology. This award will also provide Idaho with a minimal amount of critical 700MHz infrastructure, and funding for Idaho's Statewide Interoperable Communications Coordinator and Program Assistant.

- Overview of the governance structure that will oversee the development and implementation of the project(s) funded by IECGP;

Oversight will be the responsibility of the Idaho Bureau of Homeland Security (BHS), in partnership with the Idaho SIEC, and in support of Madison County, the administering county for this program. The project priority was determined by the SIEC as the next logical step to address the gap commonly identified in After Action Reports, “we could not communicate”.

- Describe the methodology used for prioritizing FY 2009 IECGP projects and the stakeholders involved in that prioritization.

Prioritization for these 2009 IECGP projects was determined after review of existing training and exercise gaps, critical need for key infrastructure, and need for personnel to manage the projects and administer the program.

- Summary of the agencies involved in IECGP initiatives (e.g., State, local, tribal) and a description of their involvement.

Idaho's statewide stakeholders from our local, state, tribal and federal governments will participate in the training and exercise. The same stakeholders will benefit from the equipment addition to the statewide system.

- Summary and justification of anticipated M&A expenditures.

M&A funds will be used for the hiring of staff to assist with the management of IECGP.

Portfolio Budget: *(not to exceed 1 page)*

Include a breakdown of all FY 2009 IECGP funds by project name and the Management and Administration amount withheld at the State or Territory level. In addition, the State or Territory must outline how it intends to meet the pass-through requirement. The pass-through requirement will be monitored via the Grants Reporting Tool (GRT) throughout the grant's period of performance.

Portfolio Budget		Total Cost
State or Territory M&A (up to 3%)		\$7,286.25
<i>If the State or Territory intends to use M&A funding, it must provide a summary and justification of anticipated expenditures in the Portfolio Narrative.</i>		
State or Territory supported projects		\$47,117.75
Project Name: 700MHz Equipment	Project Cost: \$39,117.75	
Statewide Interoperable		
Project Name: Communications Program Mgr & Asst.	Project Cost: \$8,000.00	
Local pass-through projects (80%)		\$188,471.00
Project Name: COML Training and Exercise	Project Cost: \$85,375.00	
Statewide Interoperable		
Project Name: Communications Program Mgr & Asst	Project Cost: \$103,096.00	
Total IECGP Funds		\$242,875.00

FY 2009 IECGP, Project #☒, Project Name

Please complete the following sections for each individual project.

IECGP Objective: *(not to exceed a ½ page)*

Briefly describe the project as a whole and its primary objective. Include a description of the interoperable emergency communications gap to be filled and the end result/outcome(s) of the project.¹

Idaho is addressing Priority #1, Governance, via its 2008 IECGP award and its participation in the 2009 National Governors Association Governance Policy Academy. Idaho needs to provide COML training and a subsequent exercise to its responder community thus addressing Priority #2. As both priorities are being addressed by Idaho, we ask that the state share of the 2009 IECGP funds be allowed for 700MHz equipment.

This application has three projects:

- 1) COML Training
- 2) Personnel costs for Statewide Interoperable Communications Coordinator and assistant
- 3) 700MHz equipment

- 1) COML Training:

- a) Host the TRG-ICS COML training for 30 individuals with technical assistance from

¹ Note that if this is a Priority 1 project directed at personnel, applicants must explain how they are working to integrate new staff into the State budget in future years to maintain the capability, as appropriate.

OEC / SEARCH;

- b) Send 4 individuals who successfully participated in TRG-ICS to TRG-COML for certification;
- c) Provide for the 4 TRG-COML individuals to fulfill their TRG-COML adjunct obligation;
- d) Host a representative from each county, tribal and state agency to attend COML training taught by Idaho trainers who have successfully completed TRG-COML;
- e) Conduct an OP-FE June 2010.

2) Personnel costs for Statewide Interoperable Communications Coordinator and Assistant

- a) Provide salary and benefits for Idaho's Statewide Interoperable Communications Coordinator and Assistant to manage the 2009 IECGP projects in support of the administering county.

3) 700MHz Equipment

- a) To be purchased with State share of 2009 IECGP
- b) The purchase will include the repeater, duplexer, antenna, and preamp for 4 sites, Ellen Dee Mt., Big South Butte, Mackey Peak, and Sheephorn Lookout. The repeaters and related items will be installed and then connected to the Idaho State Police (ISP) repeater on site in order to establish additional 700MHz coverage on US 93 and also allow for interoperability with ISP on their UHF Valley All Call radio network along the US 93 system. This will allow extended 700MHz coverage in Eastern Idaho. Diagram attached with this application.

Alignment to IECGP Priority Groups:

Please select the Priority Group and Objective(s) to which this project aligns:

- ☐ **Priority Group 1, Leadership and Governance and Common Planning and Operational Protocols.**

- ☐ Establishment of formal interoperable emergency communications governance structures; **SIEC established in statute 2006; regional governance structures in development via IECGP 2008 award.**

- ☐ Establishment of common planning and operational protocols. **Regional governance structures in development via IECGP 2008 award.**

Or:

- X Priority Group 2 Emergency Responder Skills and Capabilities.**

- X** Enhancement of emergency responder skills and capabilities through training and exercises.

For State/Territory-level Projects Only:

Per FY 2009 IECGP funding objectives, State and Territory level applicants are expected to prioritize Priority 1 Group, Leadership and Governance and Common Planning and Operational Protocols, objectives over Priority Group 2. If applicants are unable to check all of the following boxes, it is expected that FY 2009 IECGP funds be directed to meet these minimum expectations prior to choosing Priority Group 2 projects.

- X** The State or Territory has a formal statewide interoperable emergency communications governance committee, consistent with the FY 2007 Statewide Planning Criteria, which has:
 - X** Representation from each public safety discipline;
 - X** Representation across each level of government: Federal, State, local, and tribal (if applicable);
 - X** Representation from each region within the State or Territory (as applicable, and/or defined in the SCIP);
 - X** Executive or legislative authority and a formal charter.

Please also verify the following:

- X** The State or Territory has hired a full-time statewide interoperability coordinator with sufficient capabilities/resources (e.g., project management, technical expertise) to effectively execute his/her mission, consistent with the FY 2007 Statewide Planning Criteria.

If not, please provide an explanation of why and how the State or Territory intends on ensuring SCIP implementation efforts are effectively coordinated statewide.

- X In process** The State or Territory has developed SOPs that demonstrate consistent use of interoperability channels, plain language protocols, common channel naming; and
- X In process** The State or Territory has developed SOPs that demonstrate compliance with NIMS ICS.

For State/Territory and Local level Projects:

Per FY 2009 IECGP funding objectives, the applicant has the flexibility to use IECGP funds to purchase interoperable emergency communications equipment if and only if it has achieved or will achieve all of the above listed expectations for Priority Group 1 and the following Priority Group 2 objectives:

- X Will be achieved with IECGP 2009** The State, Territory, and/or pass-through recipients have demonstrated compliance with NECP Goal 1 through preparation of approved incident and exercise AAR; and
- X Will be achieved with IECGP 2009** The State or Territory has completed a State-level multi-jurisdictional, multi-agency training and exercise event. (Not applicable to pass-through recipients)

If the State, Territory, and/or pass-through recipient plans to use IECGP funds to purchase interoperable emergency communications equipment, it must certify the following:

- X** The State, Territory, and/or pass-through recipient certifies that it has achieved or will achieve both Priority Group 1 and 2 objectives.

Alignment to SCIP Goals, Objectives, and/or Initiatives: *(not to exceed 1 page)*

Identify how the project aligns to the SCIP: 1) needs and/or gaps identified; 2) goals and objectives; and 3) specific initiative(s). Describe where the need/gap, goal, objective, and/or initiative was identified (provide specific header and page number references).

Priority and Need	Training and Exercise
Related Goal(s)	Overall Goal, SCIP Section 5.3: Page 25: The overall goal and objective is to have statewide availability of a shared standards based P25 radio system for interoperability to be used by all public safety agencies, completed by December 2012.
Related Objective(s)	See above
Related Strategic Initiative(s)	Training and Exercise Initiative, SCIP Section 5.4, Page 27: The Idaho Bureau of Homeland Security has committed to providing resources for training and management of exercises for interoperability. They are in the process of identifying training and exercise requirements. After identification of these requirements, they shall develop training and exercise programs that will be incorporated into current programs. They will test the program in existing training and exercises programs. Once the training and exercise schedules are included in existing programs, the process will be maintained and kept up-to-date on the same schedule as other training and exercise programs.

Alignment to TICP AAR, or other Assessment/Tool: *(not to exceed a ½ page)*

If applicable, identify how the project aligns to the TICP AAR, and/or other interoperable emergency communications assessments/tools.

Recommendation from the 2006 Ada County (Idaho) Tactical Interoperable Communications Scorecard states:

Continue basic and advanced training and exercises on SOPs (include communications unit implementation consistent with the TICP) to ensure that all participating first responder agencies attain and maintain NIMS/ICS compliance

Governance: *(not to exceed a ½ page)*

Identify the governance structures in place that will support the development and implementation of the project. Explain how this objective will be communicated to the statewide interoperable emergency communications governance committee.

The Idaho SIEC currently functions as the governance group for statewide (local practitioner driven) interoperability communications. The State of Idaho Public Safety and Education Communications Governance Council (PSECGC) currently functions as the governance group for state agencies. These two groups, along with the newly formed practitioner-drive regional governance structures, will work together in the delivery of 2009 IECGP projects. The Idaho Bureau of Homeland Security, as SAA, has fiduciary responsibility for all DHS / FEMA Interoperable Communications grant programs.

Performance Measure(s) and Basis of Evaluation: *(not to exceed a ½ page)*

Indicate the performance measure(s) that will be used to evaluate this project's impact and the basis for developing the measure(s). The performance measures should focus on quantifiable

outcomes.

- TRG-ICS COML training in Idaho during the July – August 2009 timeframe for up to thirty (30) individuals
- Installation of 700MHz equipment at four (4) sites
- Four (4) individuals from the original thirty (30) will attend and complete the TRG-COML Train-the-Trainer program
- Idaho's Train-the-Trainer four (4) attendees will serve as adjunct trainers
- Idaho's certified Trainers will provide COML training for a representative from each county (44) and tribal government (3)
- Execution of one (1) OP-FE exercise

Milestones: *(not to exceed a ½ page)*

Provide specific milestones for the project over the FY 2009 IECGP period of performance, including a description, start and end dates for each milestone. As many as 10 milestones may be provided. Examples of milestones could be estimates of the:

June 2009

- Request / schedule COML training assistance from OEC.
 - 1. TRG-ICS: Communication Unit Integration into the National Incident Management System (NIMS)/Incident Command System (ICS) Workshop
 - 2. TRG-COML: All-Hazards Type III Communications Unit Leader (COML) Certification Program
 - 3. OP-FE: Communications-focused Functional Exercise (FE)
- Apply salary to Statewide Interoperable Communications Coordinator and assistant position
- Purchase 700MHz equipment

July – September 2009

- Conduct TRG-ICS COML training in Idaho during the July – August 2009 timeframe for up to 30 individuals. Instructors and materials will be provided as part of OEC's national COML training roll out.
- Install 700MHz equipment by integrating into existing statewide system.

October 2009 – December 2009

- Up to four individuals from the original 30 will attend the TRG-COML Train-the-Trainer program estimated to be held somewhere within the FEMA region serving Idaho

January 2010 – June 2010

- Idaho's Train-the-Trainer attendees will serve as adjunct trainers (location TBD) in order to receive their full certification.

July - September 2010

- Idaho's certified Trainers will provide COML training for a representative from each county (44) and tribal government (3) through the Idaho Bureau of Homeland Security's district training delivery system. (Attach map of BHS districts).

October 2010

- Planning and execution of OP-FE exercise incorporating COML trained leaders.

Challenges/Risks: *(not to exceed a ½ page)*

The COML Training must be made available by OEC within the 2009 IECGP performance period to allow for a successful project.

Project Budget: *(not to exceed 1 page)*

Explain how the costs were estimated and justify the need for the costs. The applicant should break down the project budget by allowable cost category, and M&A, and the anticipated expenditures within each category. For clarification, please list out anticipated expenditures under each allowable cost category and M&A on separate lines.

Note: If the applicant is proposing a project for the purchase of interoperable emergency communications equipment, the State or Territory must include cost share information in the table below to demonstrate that it is in compliance with the 25% State cost share requirement. The information should include:

- Amount of State (or local) cost share funding;
- Source of cost share funding (e.g., State, local); and
- Category of in-kind (e.g., donated volunteer services, salaries, equipment, or property or indirect costs) and/or cash cost share (e.g., State, local).

To calculate cost share, the applicant must first determine the total project cost for equipment and then calculate the State and Federal shares respectively. The applicant should keep in mind that the total project cost does not equal the proposed amount of IECGP federal funding. For example, if a State is purchasing interoperable emergency communications equipment for a total cost of \$100,000, the State may apply for \$75,000 (75% of total project cost) of federal IECGP grant funds if it provides \$25,000 (25% of total project cost) of State or local cost share funds.

Anticipated Expenditures (by Allowable Cost Category)	Cost
Planning:	
Total Planning Costs	\$0.00
Training: COML Training – 74 trainees	
Meeting related expenses – refreshments, facility rentals	\$4,175
Travel - 30 trainees for TRG- ICS x \$500 – travel costs are only payable to Idaho responder community attendees	\$15,000
Travel - 4 Idaho Train-the-Trainer trainees for TRG- COML x \$800 (Seattle?)	\$3,200
Travel – 40 Idaho county / tribal trainees and 4 Idaho trainers for statewide TRG-ICS - \$675	\$27,000
Total Training Costs	\$49,375
Exercises: Communications-focused Functional Exercise	
Travel – Fifty (50) TRG – ICS trained attendees and 4 trainers X \$500	\$25,000
Exercise planning meeting related expenses - refreshments, facility rental, permits	\$6,000
Total Exercise Costs	\$31,000
Supplies:	

Training & Exercise binders, CDs, copy / postage costs, DVDs	\$5,000.00
Total Supplies Costs	\$5,000
Personnel:	
Statewide Interoperable Communications Coordinator salary and benefits / @ 2027.78 hr @ \$36.00 hr	\$73,000.00
Statewide Interoperable Communications Coordinator Assistant salary and benefits / @ 2240.94. hrs @ \$17.00 hr	\$38,096.00
Total Personnel Costs	\$111,096.00
Equipment:	
700MHz Interoperable Emergency Communications Equipment - 4 sites x \$9,779.44 per site	\$39,117.75
Total Equipment Costs	\$39,117.75
Equipment Cost Share: (if applicable)	
Cost share amount (25% of total project cost)	\$9,779.44
Cost share source (E.g., State, local)	State
Cost share category (E.g., cash, in-kind)	In-kind equipment
M&A (up to 3%):	\$7,286.25
State & Local M&A	
Total Project Cost:	\$252,654.44

Bi-annual Activities:

For every 6 month period, briefly identify the milestone and expected outcome. *Note: The Expected Outcomes section should be completed as feasibly as possible. Actual progress data will be identified through input in the GRT as well as through programmatic monitoring. The outcomes may include information such as the Governance Board including certain stakeholders or addressing certain issues; the exercise addressing increased operability or interoperability; or the training resulting in x number of people trained to x capability.*

1st Bi-annual Activity (Year 1)	Expected Outcome: (not to exceed a ¼ page)
	<ul style="list-style-type: none"> ➤ Request / schedule COML training assistance from OEC. <ul style="list-style-type: none"> 1. TRG-ICS: Communication Unit Integration into the National Incident Management System (NIMS)/Incident Command System (ICS) Workshop 2. TRG-COML: All-Hazards Type III Communications Unit Leader (COML) Certification Program 3. OP-FE: Communications-focused Functional Exercise (FE) ➤ Apply salary to Statewide Interoperable

	<p>Communications Coordinator position</p> <ul style="list-style-type: none"> ➤ Purchase 700MHz equipment ➤ Conduct TRG-ICS COML training in Idaho during the July – August 2009 timeframe for up to 30 individuals. Instructors and materials will be provided as part of OEC's national COML training roll out. ➤ Up to four individuals from the original 30 will attend the TRG-COML Train-the-Trainer program estimated to be held somewhere within the FEMA region serving Idaho ➤ Install 700MHz equipment by integrating into existing statewide system.
2nd Bi-annual Activity (Year 1)	<p>Expected Outcome: <i>(not to exceed a ¼ page)</i></p> <ul style="list-style-type: none"> ➤ Idaho's 4 Train-the-Trainer attendees will serve as adjunct trainers (location TBD) in order to receive their full certification.
3rd Bi-annual Activity (Year 2)	<p>Expected Outcome: <i>(not to exceed a ¼ page)</i></p> <ul style="list-style-type: none"> ➤ Idaho's certified Trainers will provide COML training for a representative from each county (44) and tribal government (3) through the Idaho Bureau of Homeland Security's district training delivery system.
4th Bi-annual Activity (Year 2)	<p>Expected Outcome: <i>(not to exceed a ¼ page)</i></p> <ul style="list-style-type: none"> ➤ Planning and execution of OP-FE exercise incorporating COML trained leaders.